



City of Freeport
REGULAR COUNCIL MEETING
9:00 AM/Council Chambers/Freeport City Hall
July 09, 2019 Minutes

I. Meeting Called to Order

The meeting was called to order at 9:00 a.m. by Council President Eddie Farris in the Council Chambers of Freeport City Hall.

Council members present: Council President Eddie Farris, Councilwoman Amanda Green, Councilwoman Elizabeth Brannon, Councilman William "Boots" McCormick, Councilwoman Elizabeth Haffner.

Council members absent: Mayor Russ Barley

Staff present: City Attorney Clay Adkinson, Water Supervisor Larry Tuggle, Planning Director Latilda Neel, Parks Director Charlie Simmons, Sewer Supervisor Robert Fawcett, Finance Officer Sara Bowers, Utility Billing Manager Debbie Roberts, City Engineer Alex Rouchaleau, City Engineer Cliff Knauer, Planning Technician Brooke Jackson.

II. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

III. Recognition of Guests – none.

IV. Request for Placement on the City Council Agenda- none.

V. Public Comment on Consent Agenda – none.

VI. Approval of Consent Agenda

1. Bills Paid

Council Action: Councilwoman Haffner motioned to approve the consent agenda. Councilwoman Brannon seconded the motion. All ayes; motion carried.

VII. Consideration of Additions/Deletions to Agenda

Councilwoman Amanda Green: Addition- Water under Legal

VIII. Approval of Agenda with Additions/Deletions

Council Action: Councilwoman Brannon motioned to approve the addition to the agenda. Councilwoman Haffner seconded the motion. All ayes; motion carried.



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Staff Reports

A. Water- none.

B. Sewer

1. FL Rural Water Assoc. 2019 Conference

- Sewer Supervisor Robert Fawcett asked for approval to attend the 2019 FL Rural Water Conference August 5-7, 2019.

Council Action: Councilwoman Green motioned to approve Sewer Supervisor Fawcett to attend the FL Rural Water Conference. Councilwoman Brannon seconded the motion. All ayes: motion carried.

- Sewer Supervisor Fawcett updated the Council that a new Class B Operator had been hired and will start to work on July 15, 2019.

C. Parks – none.

D. City Clerk – none.

E. Finance

1. Budget Amendment

- Finance Officer Sara Bowers presented the budget amendment bypass pump purchase from the June 27, 2019 RCM.

Council Action: Councilwoman Brannon motioned to approve the budget amendment as presented. Councilwoman Green seconded the motion. All ayes: motion carried.

F. Billing

1. Pool Fill Adjustment Policy

- Utility Billing Manager Debbie Roberts presented the Pool Fill Adjustment Policy in paper form for Council to approve.
- City Attorney Clay Adkinson advised that the pool fill adjustment is an option, not mandatory and is a courtesy of the City of Freeport. The customer is required to ask for the service and initiate the pre-fill and post-fill process. Adkinson noted that the City should ultimately outline details in a resolution after staff monitors the progress of the policy and updates Council in early spring.

Council Action: Councilwoman Haffner motioned to approve the Pool Fill Adjustment Policy. Councilwoman Brannon seconded the motion. All ayes; motion carried.



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2. Updates

- Billing Manager Roberts informed Council that the Billing Department now offers the reoccurring credit card payment option as a convenience.

G. Planning

1. Correction of Hearing Date

- Planning Director Latilda Neel advised Council that the dates for the LSA/RZ for Marina Village needed to be corrected. The date of August 22, 2019 revised to July 25, 2019.

Council Action: Councilwoman Brannon motioned to correct and change the date for the Marina Village LSA/RZ to July 25, 2019. Councilwoman Haffner seconded the motions. All ayes; motion carried.

2. Tenewitz Abandonment Update

- Planning Director Neel advised Council that the attorneys involved had agreed to August 1, 2019 at 6:00 p.m. as a hearing date for one hour.

Council Action: Councilman McCormick motioned to approve the date and time for the hearing. Councilwoman Brannon seconded the motion. All ayes; motion carried.

H. Legal

1. PFAS Litigation

- City Attorney Adkinson discussed a new class of chemical substances that the EPA advised to monitor drinking water for. Adkinson stated that though there is currently no information for such chemicals in City of Freeport water, it would be prudent to consider engaging with a law firm experienced with this matter and to do the testing.
- Councilwoman Brannon agreed and felt that Beasley Allen Law would be a good firm to use since the City has used them in the past.

Council Action: Councilwoman Brannon motioned to authorize the City Attorney to contact Beasley Allen and engage in a standard fee agreement pertaining to PFAS testing. Councilwoman Haffner seconded the motion. All ayes; motion carried.



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2. Addition: Water/Billing

- City Attorney Adkinson advised Council that there were some questions with the irrigation letter presented to billing customers. Adkinson will work with staff to revise notice letters and will bring back language prohibiting irrigation within the franchise area. Language will also be added the water and sewer sections within Municode and brought back at the next council meeting for 1st reading.

Council Action: none.

I. Engineering

1. US 331 North Utility Improvement – Survey proposal for easement legal and description
 - City Engineer Alex Rouchaleau presented a survey proposal in the amount of \$5000. The proposal is for US331W survey for sewer main install and easements for three lift stations. Survey will provide legal description for City Attorney to present to The Preserve and Owl's Head Farms as attachments in the Developers Agreement.

Council Action: Councilwoman Green motioned to approve the survey proposal as presented. Councilwoman Brannon seconded the motion. All ayes: motion carried.

2. US 331 North Utility Improvements – Developer's Agreement
 - City Engineer Rouchaleau updated Council on the present status of the Developer's Agreement. Agreement will be tabled until easements are complete.

Council Action: none.

3. Roadway Maintenance Update
 - City Engineer Rouchaleau updated Council on the recent roadway maintenance meeting with Walton County. City Engineer Rouchaleau and Planning Director Neel will continue to work with Walton County to determine roads within the interlocal agreement and create a priority list of roads needing maintenance.

Council Action: none.

4. WWTP Update
 - City Engineer Rouchaleau and Dewberry inspector Chris Lightfoot updated Council on plant sampling and WWTP progress.

Council Action: none.



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VIII. Old Business

1. 2020 Census Committee
 - Councilman McCormick presented Council with Census Bureau committee appointment information. Each Council member will nominate a board candidate.
 - Planning Technician Brooke Jackson appointed as the staff liaison to the 2020 Census committee board.

Council Action: Councilman McCormick motioned to approve Brooke Jackson as the staff liaison to the 2020 Census committee. Councilwoman Haffner seconded the motion. All ayes; motion carried.

2. Strategic Plan
 - Planning Director Neel presented the Strategic Plan for approval.

Council Action: Councilwoman Haffner motioned to approve the Strategic Plan as presented. Councilman McCormick seconded the motion. All ayes; motion carried.

XI. New Business

- A. Mayor Russ Barley
- B. Councilwoman Brannon
- C. Councilman Farris

1. Consideration of Meeting Time Change
 - Councilman Farris informed Council that there has been requests from members of the community to change the morning regular council meeting to a 6:30 p.m. nightly meeting. Council discussion ensued and consensus was to leave the meeting times the way they currently are to accommodate both people who work at night and during the day.

Council Action: none.

- D. Councilwoman Green
- E. Councilwoman Haffner
- F. Councilman McCormick



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XII. Public Comment

Jay Odom approached the podium to comment on the County/City street maintenance issues.

City Engineer Rouchaleau informed Council that the City signs are being installed.

XIII. Adjournment

Councilman McCormick motioned to adjourn. The meeting adjourned at 9:50 a.m.

CITY OF FREEPORT


Mayor

Attest:


Clerk Assistant